

# Grafton High School

2018 Year 7 Handbook



seven



## Achieving Excellence

# WELCOME to YEAR 7, 2017

Welcome to Grafton High School.

High school is an exciting and busy place. In many ways, primary school and high school are not that different. They are both about learning in a caring environment, supported by your teachers. A difference is, at high school, you will have more teachers to learn from and to care for you and a great variety of different subjects to learn.

As a student at Grafton High School, I have high expectations of you. There are three things that I expect from you:

- Commitment to your studies – through hard work, study and always trying your best
- Commitment to others – through consideration and kindness to others at all times
- Commitment to your school – through pride in your school and taking every opportunity to contribute to its achievement in academics, sport, creative and performing arts and other important endeavours,

I hope that I live up to your expectations as principal and I look forward to helping you through the next stage of your life-long learning journey.

Mr Peter South  
Principal



## Ms Taylor and Ms Hubbard, Year 7 Advisers 2018

Welcome to Grafton High School! You are beginning Year 7 in 2018 and we can't wait to see you!

We have already met most of you at the Taster Days and Orientation Day. On those days you learned about the school's layout, took part in high school classes, and met your peer support leaders and plenty of new teachers. Your next step is to start high school next year! This booklet is filled with all the information you and your family need in preparation for 2018.

I am Ms Taylor and with the help of Ms Hubbard, we will be supporting you throughout your time at high school. Next year, you will find both of us in the English Staffroom, at the top of the stairs in D Block.

I am the Year Advisor and Ms Hubbard is the Assistant Year Advisor, our job is to help you to become a happy and successful member of Grafton High School. We will support you by organising fun activities like Year 7 Camp, meeting with you for Year Assemblies and always being available for advice and guidance. Starting high school can be a little scary but we will do our best to make sure that your first year at GHS is an enjoyable and rewarding experience.

We wish you a fantastic summer break and look forward to seeing you in 2018!



Ms Taylor



Ms Hubbard

# GENERAL INTRODUCTORY MATTERS

The 2018 year for Year 7 begins on Tuesday 30<sup>th</sup> January. Year 11 and 12 also begin the school year on this day.

- Each day begins at 9.05am with OnTRAC/Roll Call. You are expected to arrive at school no earlier than 8.30am, when minimal supervision begins.
- If you are late to school and miss OnTRAC/Roll Call, you will need to report to the Attendance Window (located in the Front Office) and sign in.
- If you need to attend a medical appointment during school hours, you will need to bring a note from home explaining the reason and obtain a pass out from the Attendance Window (attend to this BEFORE school starts).
- If you become ill at school during class time, ask your teacher for a note to report to Sick Bay. During Recess/Lunch report to Sick Bay directly. Sick Bay is located at the half door/photocopying office in D Block (if unattended report to the Front Office). Your parent/carer will be contacted regarding your visit with Sick Bay.
- A Year Assembly is held in Week B. Year 7 meet in the MPC with their Year Advisers – Ms Taylor and Ms Hubbard.
- A book pack of workbooks and equipment needed for Year 7, 2018 is available from the canteen. This book pack is available from the canteen from 1<sup>st</sup> December 2017.
- Textbooks will be lent to you in some subjects. Please look after them. The loan of textbooks is contained within the school fee structure.
- School fees should be paid to the Front Office as soon as possible.
- Formal reports to parents/carers, on your progress at school are made in Term 1, Term 2 and Term 4. Parent Teacher Interview occurs just after the release of reports to students (dates to be advised via School Newsletter/School Notice Board).
- School uniform must be worn every day. If there is a problem with your uniform, you are expected to bring a note from home explaining the concern. If families are experiencing difficulty with purchasing a school uniform, a Student Assistance Scheme form is available from the Front Office to support families.
- New uniforms or secondhand uniforms can be purchased from the canteen.
- The canteen will be open during the holidays on January 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> 2018 from 8am to 2pm to assist parents with purchasing book packs or school uniforms (cash or cheque only on these days).
- Each day, lunch can be purchased from the school canteen. Orders can be placed before school or at Recess.

**We enjoy having students who are well spoken and responsible.**

## CONTACT DETAILS

School Telephone Number:	(02) 6642 3355
School Facsimile Number:	(02) 6642 3184
School Canteen Number:	(02) 6642 1293
Address:	97 Mary Street
Postal Address:	P.O. Box 458 Grafton NSW 2460
Email:	<a href="mailto:grafton-h.school@det.nsw.edu.au">grafton-h.school@det.nsw.edu.au</a>
Website:	<a href="http://www.grafton-h.schools.nsw.edu.au">www.grafton-h.schools.nsw.edu.au</a>
A.B.N.:	18 246 198 266
School Motto:	Enitere Ad Finem (Strive to the End)
School Colour:	Blue



# SCHOOL CONTRIBUTIONS

Your support in paying school contributions is appreciated. If you require assistance please contact the Principal.

General Fee	60.00
Technology Mandatory	60.00
Art	20.00
Music	5.00
TOTAL:	\$145.00

The above fees may be paid by instalments if so desired. A receipt is issued and the amount recorded in school ledgers. These ledgers are subject to government audits.

It is appreciated if fees are paid promptly.

## BOOKS AND EQUIPMENT

These items are required for Year 7 in 2018.

A comprehensive, good value pack is available from the school canteen for \$50.00.

Calculators are also available for \$28.00 (needed in Semester 1 for Year 7).

Book pack & calculator for \$75.00 (a combined saving of \$3.00).

Food Technology Apron for \$12.00.



Subject	Number	Book Size
	1	ID Card Holder
English	1	A4 Binder Book 192 Page
Mathematics	1	A4 Binder Book 120 Page
	1	Calculator
Science	1	A4 Binder Book 192 Page
History or Geography	1	A4 Binder Book 192 Page
Language	1	A4 Binder Book 48 Page
Music	1	Sovereign Music Book 96 page
Visual Arts	1	2B Lead Pencil
	1	A4 Spiral Sketch Book 120 Page (Black cover with acid free pages) This book is used over 2 years
Mandatory Technology	1	A4 Folio Display Folder
	1	Ruler, Eraser, HB Pencil, Pen
	1	Protective Glasses
	1	Food Technology Apron

## SCHOOL BAGS (OPTIONAL)

### Harlequin Anatomic Tuff-Pack



\$75

Internal "S" shaped spinal rod for additional support  
High grade water repellent Duragarde™ fabric  
Two large main compartments  
Padded internal laptop pocket  
Music/Phone pocket and ear bud hole  
Reinforced D-ring  
Capacity: 28 Litre  
Weight: 0.9kg  
Height: 46.5cm

### Harlequin Genius Tuff-Pack



\$65

High grade Duragarde™ fabric  
Water repellent  
Anatomical Back System™  
Cushioned soft base  
Phone/Music pocket and ear bud  
Internal padded laptop pocket  
Capacity: 35 Litre  
Weight: 0.8kg  
Height: 48cm

These bags can be purchase from the canteen.

## CHROMEBOOK

In 2015, Grafton High School introduced an exciting new digital learning initiative to Year 7. In 2018, the program will be expanded to include Years 7, 8, 9 and 10. Advances in recent years have seen a major change in the way that we interact with technology. For many years we have used the Internet to gather information and consume content. With Web 2.0 technology, we now have the ability to create, interact and publish content.

We have worked with teachers of Year 7 students to create a broad range of digital resources and activities that will become an integral part of lessons across all subjects. Teachers have participated in professional learning to ensure that we can provide high quality learning that challenges students and allows them to produce creative and innovative solutions to tasks.



To facilitate this approach to learning, students need their own personal device that enables them to connect to the schools wireless network and Internet, access resources and create their own work. We worked closely with expert consultants regarding training for teachers as well as sourcing the most appropriate device for students.

These devices come pre-loaded with Google Apps for Education. These free applications allow students to create word processing documents, spreadsheets and presentations. They function in much the same way as Microsoft products such as Word, Excel and PowerPoint and are able to import and export files from these applications. Teachers and students will also use a variety of other free applications and resources, which may be specific to the subject area.

The Google Chromebook device is a cost effective solution that provides students with all the tools to work effectively with the new digital learning packages. We have negotiated with suppliers to ensure that a quality device is available for purchase at a reasonable price. We anticipate introducing this exciting new digital learning initiative to Year 7 classes from the start of 2018.

## SCHOOL PERSONNEL



Mr South  
Principal



Mr Bertus  
Deputy Principal  
(Yrs 7, 9 & 11)



Mr Moar  
Deputy Principal  
(Yrs 8, 10 & 12)

### HEAD TEACHERS OF KEY LEARNING AREAS

ENGLISH .....	Mrs Patterson
MATHEMATICS .....	Mrs Merry
SCIENCE .....	Mr Strano
HUMAN SOCIETY AND ITS ENVIRONMENT .....	TBA
LOTE/MUSIC/DRAMA/VISUAL ARTS/DANCE .....	Ms Feeney
PERSONAL DEVELOPMENT, HEALTH AND PHYSICAL EDUCATION .....	Mr Smith
TECHNOLOGICAL & APPLIED STUDIES .....	Mr Metcalfe
SUPPORT .....	Mrs Bloch
TEACHING AND LEARNING .....	Mrs Martin
WELFARE .....	Mrs Nichols
CAREERS / HT ADMIN .....	TBA
ABORIGINAL EDUCATION OFFICER .....	Mrs Williams
SCHOOL COUNSELLOR .....	Mrs Lasker
TEACHER-LIBRARIAN .....	Mrs Lynch

### YEAR ADVISERS / ASSISTANT YEAR ADVISERS

Year 7 .....	Ms Taylor / Ms Hubbard
Year 8 .....	Ms Morris / Mr Piper
Year 9 .....	Mrs Gorham / TBA
Year 10 .....	Ms Wilks / Mrs Scott
Year 11 .....	Mr Litchfield / Mrs Hayton
Year 12 .....	Mr Kelemec / Ms Curtis



# THE SCHOOL DAY

School commences at 9:05am each day and concludes each day at 3:15pm. Period times and break times are listed below.

Grafton High's timetable structure is a 10 day cyclic timetable. This means we have 6 periods a day and a Week A and Week B timetable.

Each student's individual timetable will be issued at the start of Term 1 and students will be shown how to read it.

Year 7 has their own special area in which to sit and have their breaks in the W Block Quad.

No food is to be eaten on the school oval. Students are only allowed onto the oval during breaks after eating areas are free from rubbish and two bells have been rung.



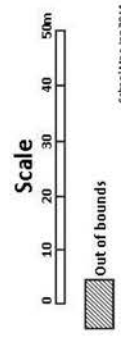
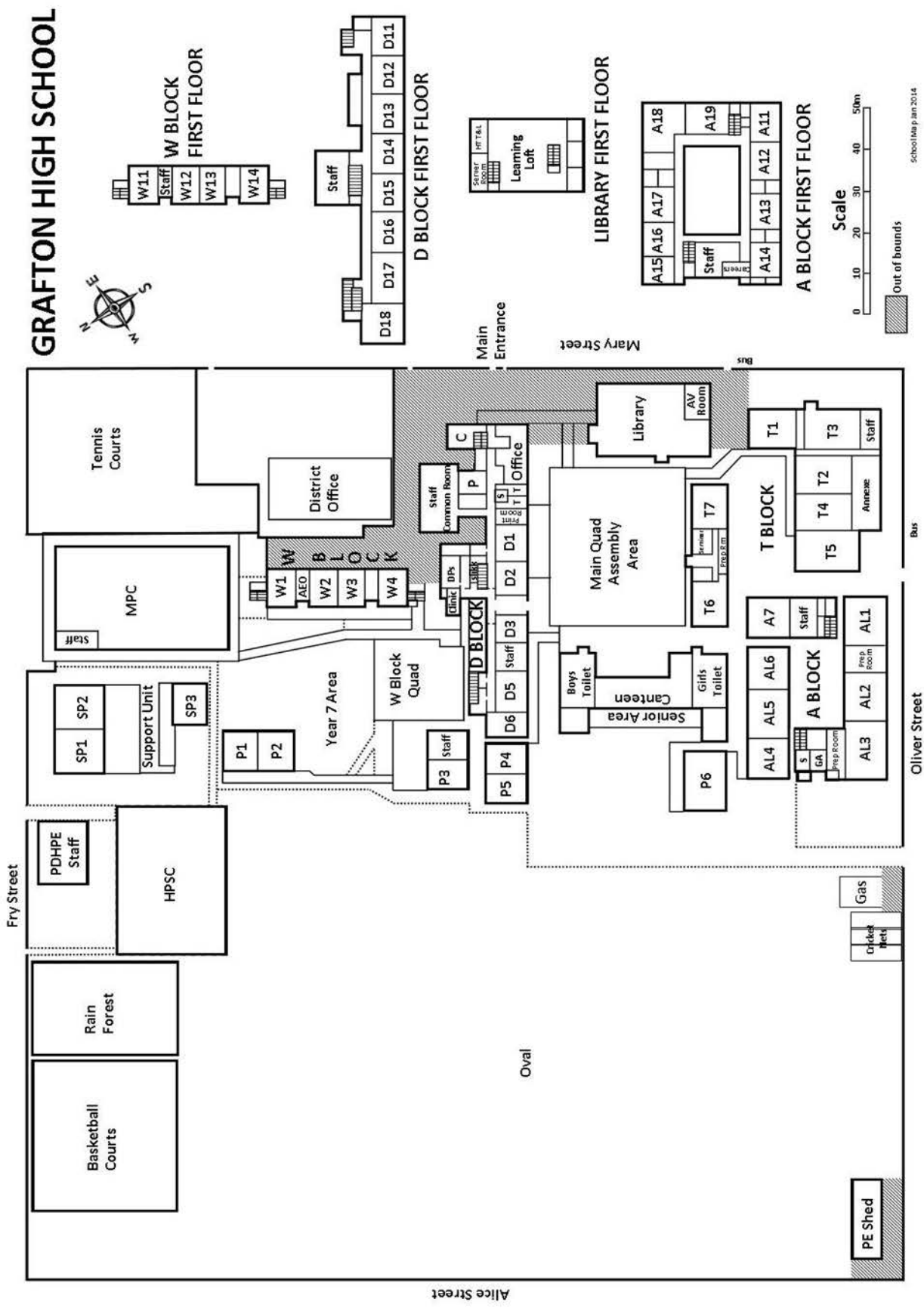
## BELL TIMES – 2018

### Week A and B

	MONDAY Week A/B	TUESDAY Week A/B	WEDNESDAY Week A/B	THURSDAY Week A/B	FRIDAY Week A	FRIDAY Week B
Senior Period	8:30 – 9:05 (35)	8:30 – 9:05 (35)	8:30 – 9:05 (35)	8:30 – 9:05 (35)	8:30 – 9:05 (35)	8:30 – 9:05 (35)
Roll/On Trac	9:05 – 9:20 (15)	9:05 – 9:20 (15)	9:05 – 9:20 (15)	9:05 – 9:20 (15)	9:05 – 9:20 (15)	9:05 – 9:20 (15)
1	9:20 – 10:10 (50)	9:20 – 10:10 (50)	9:20 – 10:10 (50)	9:20 – 10:10 (50)	9:20 – 10:10 (50)	9:20 – 10:10 (50)
2	10:10 – 11:00 (50)	10:10 – 11:00 (50)	10:10 – 11:00 (50)	10:10 – 11:00 (50)	10:10 – 11:00 (50)	10:10 – 11:00 (50)
ASSEMBLY		11:00 – 11:15 (15)				11:00 – 11:15 (15) YEAR
Recess	11:00 – 11:20 (20)	11:15 – 11:35 (20)	11:00 – 11:20 (20)	11:00 – 11:20 (20)	11:00 – 11:25 (25)	11:15 – 11:40 (25)
3	11:20 – 12:10 (50)	11:35 – 12:20 (45)	11:20 – 12:10 (50)	11:20 – 12:10 (50)	11:25 – 12:15 (50)	11:40 – 12:20 (40)
4	12:10 – 1:00 (50)	12:20 – 1:05 (45)	12:10 – 1:00 (50)	12:10 – 1:00 (50)	12:15 – 1:05 (50)	12:20 – 1:05 (45)
Lunch	1:00 – 1:40 (40)	1:05 – 1:45 (40)	1:00 – 1:40 (40)	1:00 – 1:40 (40)	1:05 – 1:45 (40)	1:05 – 1:45 (40)
5	1:40 – 2:30 (50)	1:45 – 2:30 (45)	1:40 – 2:30 (50)	1:40 – 2:30 (50)	1:45 – 2:30 (45)	1:45 – 2:30 (45)
6	2:30 – 3:15 (45)	2:30 – 3:15 (45)	2:30 – 3:15 (45)	2:30 – 3:15 (45)	2:30 – 3:15 (45)	2:30 – 3:15 (45)

Friday Week B = Year Assembly.

# GRAFTON HIGH SCHOOL



School Map Jan 2014



# SCHOOL ATTENDANCE

Students must by law attend school each day it is open. If students are unable to attend for some reason then the following procedures should be followed:

A Parent/Carer should notify the school by telephone, email, or fax before 10:00 am on the day of absence to prevent an SMS or letter being sent home. Following an absence from school, a verbal or written explanation must be provided within 7 days. Alternatively, a parent/carers can respond to the absence notification text.

Principals may decline to accept an explanation that you have provided if they do not believe the absence is in the best interest of your child. In these circumstances your child's absence would be recorded as unjustified.

Written explanation notes should be handed in at the Attendance Window which is at the Front Office. Notes must clearly state: student's full given name and surname, year, date or dates absent, reason for absence and signed by parent or guardian.

NB: There is a form available from school (see below). This form ensures all necessary information is included and assists in the filing of notes. Please use it whenever possible.

If a student is going to be absent for any day please notify the school. This can be done by:

- Telephoning 6642 3355
- Emailing the School [graffton-h.school@det.nsw.edu.au](mailto:graffton-h.school@det.nsw.edu.au)
- Delivering or sending a note to the Attendance Window.

If a student is to be absent for a period of greater than 20 school days then parents need to apply for an exemption from attendance through the Front Office.

Students who arrive late to school must report to the Attendance Window, preferably with a note from their parent/carers stating the reason for being late. They will then be issued with a Late Arrival slip. Students will not be admitted to class unless they produce this Late Arrival slip.

Students who wish to leave the school during the day must bring a note from home requesting permission to do so. This note must be submitted before school, at recess or lunch before the pass out can be issued. Students must be signed out at the Attendance Window before leaving and signed in at the Attendance Window when they return to school.

The procedures outlined are designed for the safety and welfare of all students, to reduce the level of truancy and to assist the running of the school.



**GRAFTON HIGH SCHOOL**

**PHONE: 6642 3355**

**FAX: 6642 3184**

**E-MAIL: [graffton-h.school@det.nsw.edu.au](mailto:graffton-h.school@det.nsw.edu.au)**

**STUDENT NAME (Please print) :** \_\_\_\_\_ **YEAR :** \_\_\_\_\_

**DATES of WHOLE DAY ABSENCES:** \_\_\_\_\_

**DATE of PARTIAL ABSENCE:** \_\_\_\_\_ **TIME:** \_\_\_\_\_

**REASON for ABSENCE:** \_\_\_\_\_

\_\_\_\_\_

***NOTE: Illness and family emergencies are the only lawful reasons for leave. School sport is compulsory.***

**SIGNATURE OF PARENT/GUARDIAN:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **PHONE NO:** \_\_\_\_\_

## TERM DATES 2018

Semester 1	Term 1:	Staff :	Monday, 29 <sup>th</sup> January	to	Friday, 13 <sup>th</sup> April
		Yrs 7,11,12:	Tuesday, 30 <sup>th</sup> January		
		Yrs 8,9,10:	Wednesday, 31 <sup>st</sup> January		
Semester 2	Term 2:	Staff:	Monday, 30 <sup>th</sup> April	to	Friday, 6 <sup>th</sup> July
		Students:	Tuesday, 1 <sup>st</sup> May		
	Term 3:	Staff:	Monday, 23 <sup>rd</sup> July	to	Friday, 28 <sup>th</sup> September
		Students:	Tuesday, 24 <sup>th</sup> July		
	Term 4:	Staff:	Monday, 15 <sup>th</sup> October	to	Friday, 21 <sup>st</sup> December
		Students:	Monday, 15 <sup>th</sup> October	to	Wednesday, 19 <sup>th</sup> December

## HOMEWORK, ASSESSMENT AND REPORTS

Students are assessed on a combination of classwork, homework, assignments, and tests. In Year 7 three reports will be issued: an Interim report during Term 1, Mid Course report for Term 2, and the Yearly report in Term 4.

Homework is an essential part of the school's education program. As well as providing for both revision and extension of work done in class, it is intended to develop self-organisation and independent work habits in students. Students who follow a regular homework/study program throughout the year perform better in exams than those who leave study until the last minute.

## COMMUNICATION AND PARENT/TEACHER INTERVIEWS

There are a number of ways in which parents can find out what is happening in the school and seek answers to any concerns.

- *The School Newsletter* is published fortnightly and is distributed by email. A hard copy is always available for students, parents and carers at the Front Office. It is also published on the Grafton High School website. It celebrates student and school achievements and provides up to date information on school activities. Please ensure your contact details are up to date including your email address.
- *Parent/teacher afternoons*: Parents are encouraged to attend these sessions to discuss their child's progress. They occur after reports are issued for the Term 1 Interim and Mid Course. You will be notified of the date and time via the School Newsletter.
- *Direct contact with individual teachers*: Please feel free to call or email class teachers about specific subject issues. The Head Teacher of each particular subject area is also available and their names can be found in this booklet.
- *Welfare concerns*: Ms Taylor, your Year Adviser, Ms Hubbard, your Assistant Year Adviser and Mrs Nichols, Head Teacher Welfare, are the people you call. Your Deputy Principal has the overall responsibility for welfare and discipline issues of Year 7 students.
- *Learning and Support Teacher*: Ms Hargreaves provides direct assistance to students in regular classes who have additional learning needs in conjunction with regular classroom teachers. Parents who have concerns about their child's progress should contact their subject teacher or Ms Taylor, Ms Hubbard or Mrs Nichols.

Communication with your son/daughter/ward during school hours: If you need to contact your child urgently, you should call the Front Office staff and a message will be relayed. Parents should not contact students directly by mobile phone as this causes significant disruption. Students are not permitted to use mobile phones or electronic devices in class unless instructed by their teacher as part of their learning.

## P & C MEETINGS

The P & C meet on the 4<sup>th</sup> Thursday of each month at 7.00pm in the Staff Common Room. All parents/carers are welcome to attend.



## STUDENT REPRESENTATIVE COUNCIL



Representatives from Year 7 are elected to the SRC in Term 1. The SRC is elected annually by the students.

## CURRICULUM

### KEY LEARNING AREAS

English	<p>Students will develop skills in reading, writing, listening, speaking and viewing. In a wide range of language situations, they will make meaning of what is said, how it is said, why it is said, and the worth of what is said. Language competence will be seen in the contexts of everyday communication, personal expression, literature and multi media.</p> <p>English also involves students working on tasks at home.</p>
Mathematics	<p>The syllabus in Years 7 covers the areas of:</p> <p>Problem-solving, Geometry, Measuring, Statistics, Numbers, Algebra. In Year 7, the students consolidate their basic number skills as tools for later study in Mathematics. Students also have access to Mathletics as a home study tool.</p>
Science	<p>Throughout the year, students will develop knowledge, understanding and skills in applying the processes of working scientifically. They will be required to plan, conduct and report on practical experiences as well as develop critical problem solving skills. Students will start Year 7 learning the basic skills needed to work scientifically and then progress through the topics of Matter and Heat, Mixtures, Classification, Introduction to Ecosystems, Forces, Space and Amazing Cells throughout the year. Students will complete a range of assessment tasks including practical Test, Theory Tests, Arthropod Research Task and a STEM Depth study on Forces.</p>
History	<p>Students will study History in Semester 1.</p> <p>Students will study how archaeologists investigate history; learn to use terms and concepts relating to historical time and how sources are used by historians. They will investigate the societies of ancient Egypt and China using a range of archaeological and written sources. Students will conduct a local site study.</p>
Geography	<p>Students will study Geography in Semester 2.</p> <p>Geography aims to instil in its students a love of the environment. Students will examine many different world sites while having the opportunity to go outside and conduct field work at local beaches and rainforests. Students also learn valuable visual literacy skills like map reading and how to apply them in real world applications.</p>

Languages Other Than English (LOTE)	Japanese and French are studied as a cultural awareness program in preparation for language selection in Year 8.
Personal Development, Health and Physical Education (PDHPE)	<p>Developing basic skills (e.g. throwing, catching, and kicking) through drills and modified games.</p> <p>Improving body movement and movement awareness through gym, dance and games.</p> <p>Studying their personal health and developing skills such as decision making to enhance their health status.</p> <p>Sport is included as part of the Personal Development, Health and Physical Education Program.</p>
Technology Mandatory	<p>Mandatory Technology comprises three focus areas of study: The Built Environment, Information and Communication, and Products.</p> <p>Students will specialise in design technologies throughout Year 7 and Year 8. The design technologies selected reflect the school's resources and expertise.</p> <p>This is a 'making and doing' course where students will have many opportunities to solve problems, test ideas, develop skills, make prototypes, products and engage in the decision making and evaluation process.</p>
Creative and Performing Arts	<p><b>Music</b> - Developing performance, creative expression and aural skills through the study of a variety of music styles. Performance will be mainly on keyboards, guitars and percussion.</p> <p><b>Art</b> - Students explore and develop their awareness of how they visually interpret their world through:</p> <p>Artmaking: drawing, painting, printmaking, sculpture and ceramics</p> <p>Art Study: investigating ways in which other artists interpret their world</p>
Special Religious Instruction	SRE enforces the morals and values of our community through an overview of beliefs, and an understanding of the Bible and Christian principles.
STEM	The Year STEM subject is a cross curricular class, where students will undertake projects that incorporate parts of the Science, Mandatory Technology and mathematics syllabus. This subject is designed to engage student's interest in STEM-related fields and improves students' problem-solving and critical analysis skills. Students will undertake STEM projects both individually as well as in small groups within their class. Within these projects students will follow the STEM process of research, understand, design, test analyse and evaluate and document their learning through a digital portfolio. Projects that students may undertake include robotics and coding, bridge construction, electronic car design and racing

It is expected that all students entering Year 7 will satisfactorily complete a four year course resulting in the award of a Record of School Achievement (RoSA) at the end of Year 10. Satisfactory attendance and good behaviour are essential if the RoSA is to be awarded.

# GIFTED AND TALENTED STUDENTS

The needs of Gifted and Talented students are met in many ways at Grafton High School. The Selective Class provides an opportunity for students identified as academically talented to work at a challenging standard. Places in this class are determined by state wide testing. Our Gold Standard classes offer opportunities for students who have demonstrated a high level of commitment and motivation to learn. Students must apply through the school to be placed in a Gold Standard class. Teachers of Gold Standard classes are committed to provide a range of interesting extension activities to challenge and inspire students. Students in a Gold Standard class will set a high standard in attendance, classwork, behaviour, homework completion and organisation. Selective and Gold Standard students will be expected to participate in a range of activities outside of the classroom.

Subjects run graded classes and within those classes the curriculum is differentiated and presented so as to give Gifted and Talented students the opportunity to enrich their learning.

Grafton High School is a large school and is able to offer a wide range of subject choices and electives in all years. This allows students to develop their own skills and interests.

All students are encouraged to enter a wide range of School, Regional, State and National competitions, plus become involved in the extracurricular activities mentioned in this booklet.



## SUPPORT UNIT

Grafton High School Support Unit provides the opportunity for eligible students to access enrolment in an IO/IS or IM support class or MC program.

Grafton High School Support Unit is committed to providing a comprehensive education for all its students.

Programs focus on learning outcomes in each KLA in Years 7-12 as each student works towards achieving their Higher School Certificate. Each student's program will be designed to meet their individual needs and may involve all mainstream courses, all Lifeskills courses or a mix of mainstream and Lifeskills courses depending on their ability.

Each student's program will also contain an emphasis on an evolving work experience program and may also focus on community-based programs, community leisure programs, living skills and personal management programs all linked to relevant syllabus and curriculum documents.





## SPOT ON COFFEE

Spot on Coffee @ GHS was introduced in 2011, with the assistance of Key Employment, to provide selected Year 10 students with an opportunity to gain employment experience while studying at school.

The program involves students taking time out of class for three periods per week in order to prepare the coffee for the staff of GHS. In addition to this experience, students also gain valuable skills in customer service, counting money, taking orders and book keeping. Adding to the on the job training that the students receive, the program has also seen a dramatic increase in attendance for the students involved, proving that they thoroughly enjoy the challenge.





# SHARE PROGRAM

Grafton High School is a PBL school; PBL stands for Positive Behaviours in Learning. Our school has five core schools values. They are Safety, Honesty, Acceptance, Responsibility and Effort. Students are rewarded for exemplifying these behaviours in all areas of the school.

Grafton High School's PBL Matrix, which gives students a guide to acceptable behaviours in all areas of the school, is displayed below.



VALUES	Classrooms	Playground	Moving Around School	Canteen	Office	Toilets	Assembly	Out of School in School Time	Arriving and Leaving School
<b>Safety</b>	Wear school uniform. Use equipment appropriately. Sit on all four legs of chairs. Keep your hands and feet to yourself.	Wear school uniform. Stay in bounds. Keep your hands and feet to yourself. Follow instructions.	Wear school uniform. Keep to the left. Keep your hands and feet to yourself. Keep walkways clear.	Wear school uniform. Line up. Wait for your turn. Place school bag in the box. Keep your hands and feet to yourself.	Wear school uniform. Wait for your turn. Keep your hands and feet to yourself.	Wear school uniform. Use toilets appropriately. Wash your hands. Keep your hands and feet to yourself.	Wear school uniform. Sit in the correct area with bags and hats off. Keep your hands and feet to yourself.	Wear school uniform. Keep to the left. Keep your hands and feet to yourself. Follow instructions. Look before crossing a road. Use pedestrian crossings where possible. Use equipment appropriately.	Wear school uniform. Keep to the left. Line up for the bus. Stay seated on the bus. Look before crossing a road. Use pedestrian crossings where possible.
<b>Honesty</b>	Tell the truth. Do your own work. Ask permission to borrow equipment and return it. Ask permission to leave the classroom.	Hand in found items. Follow the rules of the game.	Ask permission to borrow equipment and return it.	Only take what you have paid for. Tell the truth.	Tell the truth. Hand in found objects.	Use toilets only when needed.	Tell the truth.	Ask permission to leave the group. Tell the truth. Use toilets only when needed.	Tell the truth. Hand in found items.
<b>Acceptance</b>	Be kind. Use school language. Let others have their opinions.	Be kind. Use school language.	Be kind. Use school language.	Be kind. Use school language.	Be kind. Use school language.	Be kind. Use school language.	Be kind. Use school language.	Be kind. Use school language.	Be kind. Use school language.
<b>Responsibility</b>	Wear school uniform. Bring correct equipment. Follow instructions. Put rubbish in the bin. Report and bullying and tell the bully to stop. Take your hat off.	Wear school uniform. Put rubbish in the bin. Report and tell others to stop bullying. Follow instructions.	Wear school uniform. Be on time. Have a note if late or out of class. Follow instructions. Put rubbish in the bin. Report bullying and tell the bully to stop.	Wear school uniform. Follow instructions. Put rubbish in the bin. Report bullying and tell the bully to stop.	Wear school uniform. Follow instructions. Take your hat off. Put rubbish in the bin. Report bullying and tell the bully to stop.	Wear school uniform. Use toilets appropriately. Keep toilet areas clean and tidy. Put rubbish in the bin. Report bullying and tell the bully to stop.	Wear school uniform. Pay attention to those speaking. Take hats and bags off. Follow instructions. Put rubbish in the bin. Report bullying and tell the bully to stop.	Wear school uniform. Put rubbish in the bin. Use equipment appropriately. Wear correct uniform. Follow instructions. Report bullying and tell the bully to stop.	Wear school uniform. Put rubbish in the bin. Wear correct uniform. Follow instructions. Be on time. Have a note if you are late. Report bullying and tell the bully to stop.
<b>Effort</b>	Do your personal best. Show improvement. Show excellence in behaviour and/or kindness.	Move to class quickly when the bell rings.	Move to class quickly when the bell rings.	Show excellence in behaviour and/or kindness.	Show excellence in behaviour and/or kindness.	Be kind.	Be quick to sit in the correct area with bags and hats off.	Show excellence in behaviour and/or kindness.	Show excellence in behaviour and/or kindness.

## POSITIVE REWARDS PROGRAM

Grafton High School recognises the positive achievements of the student body in many areas including academic performance, cultural activities, community service, sport, and behaviour and attitude, amongst other aspects of high school life.

Teachers use a wide variety of ways to recognise student achievement. Informally, teachers may recognise consistent performance through a positive entry in our whole school electronic recording system and by issuing SHARE tokens. Formal recognition of student achievement can occur weekly at whole school assemblies, on a semester by semester basis at formal year group merit awards assemblies (outlined below) and annually at Grafton High School's Presentation Night held late in Term 4.



## GOLD, SILVER AND BRONZE MERIT AWARD SCHEME, 7-12

In the Gold, Silver and Bronze Merit Award Scheme, the onus is on the student to achieve the award. This scheme is to promote positive behaviour in our students, in all subjects. Merit Cards are distributed to those who want to participate in the scheme by the students' Year Adviser or the Merit Awards Coordinator.

These cards are signed each lesson by the classroom teacher. The students return them to the Merit Awards Coordinator on completion. Each stage in this scheme has specific requirements that the students must meet, including attendance. The requirements and expectations are increased at each level.

An award for each stage is generated, which outlines the requirements the students had met to receive the award. These certificates are presented at whole school assemblies on a regular basis.



## FORMAL YEAR GROUP MERIT ASSEMBLIES

Awards presented at the formal year group assemblies are given by teachers for performance in class, for cultural participation, for school service and community service, and for sporting achievement. These awards occur two or three times annually.



## EXTRA CURRICULAR ACTIVITIES

At Grafton High School we offer a variety of extra curricular activities for students to enrich their learning.

### Debating/Public Speaking

This activity is a lot of fun and available to students from all years. Students participate in competitions organised by the Department of Education and Training and in local competitions. See Mrs Castle or Mr Piper in the English D Block staffroom for more information.



### Performance Ensembles

Students interested in joining instrumental and vocal groups will have the opportunity to participate in rehearsals. If you play an instrument or sing, see Mr Townley in your Music lessons for more information. The school has many performance opportunities for students. These include the school band that meets every Wednesday 3:30 - 4:30pm in the Music room (A14). The School Choir meets every Tuesday at lunch in the school's Music room (A14). Instruments are available for hire at a cost of \$20.00 per semester for students who perform in these groups.



## SCHOOL CANTEEN

The canteen is open from 8:15am. If you are ordering your lunch, do so before school or at recess. A wide range of healthy food is available as well as stationery items. We would certainly appreciate any new additional volunteers to help prepare and serve for a few hours, once or twice a month. Find out what really goes on in the school! Contact Jenny Sneesby or Nolene Chevalley at the canteen. Ph 6642 1293.

A price list will be available Day One - Term 1- 2018.

Book Packs and Uniforms will be available from 1<sup>st</sup> December 2017.

The canteen will be open from 8am to 2.00pm, the 23<sup>rd</sup>, 24<sup>th</sup> and 25<sup>th</sup> January 2018 cash or cheque only on these days.

## WELFARE TEAM

### Head Teacher Welfare:



Grafton High School cares about student welfare. We will ensure that staff and students are equipped to be able to help students with any problems they may have.

Mrs Nichols is your Head Teacher Welfare and can be located in the PDHPE Staffroom.

We know that changing schools can be a big challenge and we want to help you in any way possible. There is a range of other staff able to give you advice. Class Teachers will help you with problems relating to classwork and homework. Don't be afraid to ask. Year Advisers can give advice or direct students to other people who can help, as well as keep records of your achievements at school.

### School Counsellor:



Mrs Lasker

Mrs Lasker and Ms Hugo can provide guidance to students, parents and teachers over a wide range of matters, including personal problems and learning difficulties. All interviews are strictly confidential. The Counsellors' office is at the front of D Block.



Ms Hugo

### Aboriginal Education Officer (AEO):

Fran Williams helps all students develop an appreciation of Aboriginal people and their culture as well as supporting Aboriginal students with health, welfare and educational matters. The AEO office is located on the ground floor of W block.



### Learning and Support Teacher:

Ms Hargreaves support students with additional learning needs. Their office is located upstairs in W Block.



As you can see, there are many people who are available to help you settle into Grafton High School and cope with the varied aspects of high school life. Our Welfare Team is available for you to contact regarding any problem or concern you may have at school. Parents are also able to contact us on matters relating to their child's school life.



# LIBRARY



The library is a fun learning centre and an important part of your education. We are here to provide a helpful and friendly place for you to discover new and exciting ideas. During your Year 7 Library Orientation, all library services and procedures will be explained. See the Grafton High School website for opening times and library updates.

At Grafton High School we promote a positive attitude towards knowledge seeking. Our extensive range of non-fiction and reference books will help you research topics and find information to assist with your assignments.

Reading for pleasure increases your ability to learn, so we encourage you to explore the treasures to be found in the diverse fiction section and within the Premier's Reading Challenge area of the library. The library promotes a range of literature through new books and feature author displays.

Embracing digital learning, the library is the school's tech central with many computers and iPads available for student use. The Outback Room is our versatile learning and teaching room, while the AV Room is used for dynamic video presentations and documentaries.

We are proud of our students' achievements and have regular displays in the library to showcase their great work.

Remember *'Time in the library is time well spent!'*

Mrs Lynch  
Teacher-Librarian



# PERSONAL DEVELOPMENT, HEALTH AND PHYSICAL EDUCATION AND SPORT

Grafton High School is one of the leading sporting schools on the North Coast. In recent years, the school has won state championships in Squash, Tennis, Cricket, Hockey and Rowing. The school is also very competitive in Rugby League, Rugby Union, Netball, Australia Rules and Athletics.

Students are given every opportunity and encouraged to participate in representative fixtures in all sports. Many students from the school gain Regional and State Representation. Elite athletes at Grafton High School will have every opportunity to reach their full potential with the use of the High Performance Centre. This allows individual athletes to train and develop personal skills.

Year 7 students follow an integrated Personal Development, Health and Physical Education and Sport program. If students are unable to participate in Physical Education, they must supply the school with a note.

Students will have 6 periods of Personal Development, Health and Physical Education and Sport per cycle. They will be required to wear a sport uniform for these periods.

Mr Smith  
Head Teacher Personal Development, Health and Physical Education

<i>Sport Houses:</i>	<i>Colour:</i>
Cameron	Green
Davies	Blue
Page	Yellow
Smith	Red



Swimming Carnival



Athletics Carnival



Inside the High Performance Centre



# GRAFTON HIGH SCHOOL UNIFORM

## ALL Junior Students (Years 7-10)

- Plain royal blue jumper
- School jacket
- School jersey
- Fully enclosed shoes/joggers, which are flat shoes or shoes with a minimal heel, which have a good grip and fit well. (No thongs or sandals will be permitted)



## Junior Girls (Years 7-10)

- Blue tartan school skirt
- Blue tartan school shorts
- Plain black long or  $\frac{3}{4}$  pants (No tights or brand/make of any jeans is acceptable)
- Plain white shirt with collar and sleeves (No T-shirts)
- White socks
- Black stockings



## Junior Boys (Years 7-10)

- Plain sky blue shirt with collar and sleeves (No T-shirts)
- Plain grey shorts/pants (No brand/make of any jeans is acceptable)
- Plain black track pants
- Plain royal blue jumper
- Grey/white socks



## Physical Education/Sport Uniform – Girls and Boys

- Sky blue shirt with contrast royal blue collar and tab front.
- Plain black shorts (No coloured trims)
- Plain royal blue jumper
- Plain black track pants
- Fully enclosed joggers, which have a good grip and fit well.  
(No thongs or sandals will be permitted)
- White socks



## Senior Girls (Years 11-12)

- Navy blue skirt
- Navy blue shorts
- Plain black long or  $\frac{3}{4}$  pants (No tights or brand/make of any jeans is acceptable)
- Plain white shirt with collar and sleeves (No T-shirts)
- Plain navy blue jumper or cardigan
- White socks
- Black stockings



## Senior Boys (Years 11-12)

- Plain white shirt with collar and sleeves (No T-shirts)
- Plain grey shorts/pants (No brand/make of any jeans is acceptable)
- Plain royal blue jumper
- Grey/white socks



# PRACTICAL SUBJECTS SAFETY REQUIREMENTS

Due to Department of Education and Communities regulations, no student will be able to participate in TAS or Science practical lessons unless they have the following:



## Technology and Applied Studies (TAS)

- Long hair tied back
- Leather, covered shoes – not soft cotton/canvas, ballerina, plastic shoes or sandals
- Apron, which will be supplied for all practical classes
- Safety glasses must be worn in all areas. A limited number will be available within each workshop or alternatively they are available for purchase from the canteen for \$3.50



## Science

- Long hair tied back
- Leather, covered shoes – not soft cotton/canvas, ballerina, plastic shoes or sandals
- Safety glasses must be worn in all areas. A limited number will be available in each classroom



Grafton High School, established in 1912, is a rural co-educational comprehensive secondary school with a rich tradition of academic, cultural and sporting success. Widely regarded as one of the best performed rural high schools, Grafton High School provides a dynamic, enriching and caring learning environment. It recognises and provides for the needs, differences and potential of individual students, consistently encouraging students to strive for excellence in all they undertake.

At Grafton High School we value:

- An inclusive and supportive environment which provides a positive image to the community.
- Encouraging each student to reach their full potential in every area.
- Individuals who take responsibility for their own actions by following clear and consistent guidelines.
- The welfare of all members of the school community by creating a safe and secure environment for everyone.
- The professional and diverse team of teachers committed to the holistic education of all students.
- Open and respectful communication at all levels with ongoing consultation for evaluation of policies and their implementation.

